



# OFFICE OF THE AUDITOR STATE OF HAWAII



## Non-Civil Service Job Opportunity

# SENIOR ANALYST AND ANALYST

## Island of O'ahu

The Office of the State Auditor is seeking qualified individuals to conduct performance audits and analyses of state agencies and programs.

### Major Duties

Conducts performance audits, studies and program reviews, analyses, and evaluations of state agencies, organizations or programs in subject matters which are diverse and complex. This may include the review of budget or other financial information related to the audited entity. Depending on qualifications, may work under the direct supervision of the Administrative Deputy Auditor who supervises the financial audit team and the procurement audit program and coordinates financial statement audits, attestation engagements, and other projects contracted to certified public accounting firms. Successful candidates will be classified commensurate with experience in one of two position descriptions and specifications: Senior Analyst or Analyst.

### Minimum Qualifications

Baccalaureate degree from an accredited institution of higher education is required. A license to practice as a certified public accountant, master's degree, law degree, or other advanced degree in a related field and 3 to 5 years of relevant experience are preferred for Senior Analyst position.

Candidates should be comfortable working in a Microsoft Windows-based, networked environment and have at least an intermediate level knowledge of Microsoft Office Suite. Familiarity with Microsoft SharePoint and Adobe Acrobat is desirable.

### Compensation

Starting salaries and salary adjustments are set at the discretion of the State Auditor, as provided under Chapter 89C, Hawaii Revised Statutes (Public Officers and Employees Excluded from Collective Bargaining). Performance-based merit increases may be given to personnel whose work is determined to have contributed significantly to the work of the office.

### Benefits

Office of the Auditor personnel are legislative branch employees of the State of Hawaii. Personnel are entitled to benefits afforded all regular state executive and legislative branch employees, including health care insurance, workers' compensation, temporary disability, retirement programs, and other benefits.

To apply, submit a cover letter, resume, and 2 writing samples to:

Office of the Auditor, State of Hawaii  
465 South King Street, Room 500  
Honolulu, Hawaii 96813

or send email to: [LAO.Auditors@hawaii.gov](mailto:LAO.Auditors@hawaii.gov)

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